

**LOWER PAXTON TOWNSHIP**  
**BOARD OF SUPERVISORS**

**Minutes of Board Meeting held March 20, 2007**

A business meeting of the Board of Supervisors of Lower Paxton Township was called to order at 7:35 p.m. by Vice-Chairman William C. Seeds, Sr. on the above date in the Lower Paxton Township Municipal Center, 425 Prince Street, Harrisburg, Pennsylvania.

Supervisors present in addition to Mr. Seeds were: William L. Hornung, Gary A. Crissman, and David B. Blain.

Also in attendance were George Wolfe, Township Manager; Steve Stine, Township Solicitor; and Lori Wissler and Dianne Moran, Planning and Zoning Officers.

**Pledge of Allegiance**

Mr. Blain led in the recitation of the Pledge of Allegiance.

**Approval of Minutes**

Mr. Crissman made a motion to approve the minutes of the February 6, 2007 business meeting. Mr. Blain seconded the motion, and a unanimous vote followed.

**Public Comment**

There was no public comment presented.

**Chairman & Board Members' Comments**

Mr. Blain complimented the fine work performed by the members of the Public Works and Sewer Departments during the March 16<sup>th</sup> snow storm. Mr. Seeds agreed that they did a fine job.

**Manager's Report**

Mr. Wolfe noted that the Parks and Recreation Department, at the Friendship Center will sponsor the annual Breakfast with the Easter on Saturday, March 31, 2007. Pre-registration is required.

Mr. Wolfe noted that the Township's Curbside Leaf Waste Program is open for enrollment for the 2007 leaf waste season. He noted that the program allows participants to dispose of unlimited leaf waste quantities twice a month. He explained that the compost material is deposited at the Township's facility on Conway Road, and the program runs from April 9<sup>th</sup> until the middle of December, to include the collection of Christmas trees the 2<sup>nd</sup> and 4<sup>th</sup> week in January 2008. He explained that the cost to participate in this program is \$70 per household, and residents who desire to participate in the program can download a form from the Township's web site. He noted that applications are also available in the sewer bill inserts, or by calling the Township Municipal Center.

Mr. Seeds questioned when the Compost Facility on Conway Road would open. Mr. Wolfe answered that it will open on Tuesday, April 3<sup>rd</sup> and the operating hours are Tuesdays, Thursdays and Saturdays from 7:30 a.m. to 5:30 p.m.

Mr. Wolfe explained that the Police Department continues to sponsor the File of Life Program. This program involves entering emergency medical information on a form that is placed in a magnetic folder on the refrigerator. A File of Life sticker, to be placed on the front door, is also provided as proof of membership in the program. The File of Life packets are available at no cost from the Friendship Center, and the Township Municipal Center.

### **OLD BUSINESS**

#### **Letter of Understanding between the Township and The Freedom Group for development of a skate park in Thomas B. George Jr. Park**

Mr. Wolfe noted that the skate board park was discussed during the March 13<sup>th</sup> workshop meeting when members from the community, The Freedom Group, presented a Letter of Understanding that provides for the construction of a skate park in the Thomas B. George Jr. Park. He noted that the Freedom Group pledged that they would raise an amount to match a Lower Paxton Township grant of \$250,000 to be used to build a 15,000 square foot facility to

house outdoor skateboard activities. Mr. Wolfe noted that the Township would provide the land, match the funds raised by the group up to \$250,000, provide maintenance, ownership of the facility, and assistance in the construction of the facility.

Mr. Wolfe noted that Mr. Hornung had been working with the Freedom Group for roughly six months to develop the agreement, and the Letter of Understanding is complete and ready for Board adoption.

Mr. Hornung made a recommendation to sign the Letter of Understanding with the Freedom Group to begin the fundraising for the 15,000 square foot skateboard park to be constructed in the Thomas B. George Jr. Park. Mr. Crissman seconded the motion. Mr. Seeds called for a voice vote, and a unanimous vote followed.

### **NEW BUSINESS**

#### **Action on bids for cleaning services at the Municipal Center, the Friendship Center, and the Public Works & Sewer Operations Buildings**

Mr. Wolfe noted that the Township has bided for cleaning services at the Municipal Center, the Friendship Center and the Public Works and Sewer Operations Buildings. He noted that there are three contracts for four buildings to provide the cleaning services specified in the bid documents. He noted that the specifications were prepared in accordance with the Township's procurement policies, and this is the third time the Township has bid the cleaning services under a three contract scenario.

Mr. Wolfe explained that the two low bidders were as follows: Clean Net, the current provider was the low bidder for the Public Works/Sewer Operations Buildings at the amount of \$5,100.00; and MEF Commercial Services was the low bidder for the Municipal Center at \$9,380.04, and the Friendship Center at \$28,140.00. He noted that the total costs for the low bids received were \$37,520.04. He explained that this is significantly less than the total costs for services under the current contract, since the Township removed the waxing and buffing of VCT

surfaces from the contract in order to contract that to a specialty service. He noted that it is estimated that the costs to perform these services would be in the range of \$10,000 for the four referenced facilities. With these additional services, the total costs for services would be comparable to the current costs for services.

Mr. Wolfe noted that it is staff's recommendation to award two bids; contract three to Clean Net, and contracts one and two to MEF Commercial services. He noted that the minutes of the bid opening are attached to the packet information indicating the five bidders who participated in the solicitation, and the staff review of the bids.

Mr. Crissman made a motion to approve the bid to Clean Net in the amount of \$5,100 for service at the Public Works/Sewer Operations Buildings, and to MEF Commercial Services in the amount of \$28,140 for service to the Friendship Center and for services to the Municipal Center in the amount of \$9,380.04. Mr. Blain seconded the motion, and Mr. Seeds called for a roll call vote; Mr. Blain, aye; Mr. Crissman, aye; Mr. Hornung, aye; and Mr. Seeds, aye.

#### Preliminary/final subdivision plan for Russell J. Klick Enterprises

Ms. Moran explained that the Township has received a plan to subdivide parcel 35-37-001 into four lots. The property consists of 18.10 acres and is zoned R-O, Research Office District, Floodplain Conservation District and Steep Slope Conservation District. The proposed lots range in size from 4.14 acres to 5.19 acres. The property is located south of Commerce Drive and west of Crums Mill Road.

Mr. Moran explained that on August 9, 2006 the Planning Commission voted unanimously to approve the plan and grant all the requested waivers.

Ms. Moran noted that J. Marc Kurowski, from Kurowski and Wilson Engineers is present to represent the plan.

Mr. Kurowski noted that he was in agreement with the outstanding conditions that need to be addressed. He noted that no improvements are planned at this time for the commercial lot, and that future development of the lot would fall within the Business Campus zoning district.

Mr. Crissman questioned Mr. Kurowski if he was in agreement with the five requested waivers, two site specific conditions; five general conditions that include the four comments found in the letter from HRG, Inc. dated March 9, 2007. Mr. Kurowski noted that he was in agreement, but explained that comment four noted that the plan was subject to the Dauphin County Conservation District (DCCD) review and approval of an Erosion and Sedimentation Control Plan. He requested an additional waiver, waiver number five, from this due to the lack of activity at this time. Mr. Seeds noted that this request appears as waiver number five in the waiver requests. Mr. Crissman questioned Mr. Kurowski if he was in agreement to the one staff comment as well. Mr. Kurowski agreed that he was in agreement to that comment.

Mr. Crissman made a motion to approve the preliminary/final subdivision plan for Russell J. Klick Enterprises, Tax Parcel 35-37-001 with the following waivers and comments: 1) Waiver of the requirement to provide a preliminary plan; 2) Installation of sidewalk and curb along Commerce Drive and Crums Mill Road; 3) Installation of road widening along Crums Mill Road; 4) Waiver of the requirement to provide a stormwater management plan; 5) Waiver of the requirement to provide an Erosion and Sedimentation Control Plan; 6) The developer has the right to a review under the R-O, Research Office District, which was the zoning classification when the plan was originally submitted. However, further development plans for this property will be reviewed under the current BC, Business Campus District; 7) Remove the word "spell" from General Note #1; 8) Plan approval shall be subject to providing original seals and signatures on the plan; 9) Plan approval shall be subject to the establishment of an automatically renewable improvement guarantee for the proposed site improvements; 10) Plan approval shall be subject to the payment of the engineering review fees; 11) Plan approval shall be subject to

addressing all comments of Jim Snyder, HRG, Inc., dated March 9, 2007; and 12) When submitting revised plans, respond in writing to all individual comments of Township staff, HRG, Inc., and Dauphin County.

Mr. Blain seconded the motion, and Mr. Seeds called for a roll call vote: Mr. Blain, aye; Mr. Crissman, aye; Mr. Hornung, aye; and Mr. Seeds, aye.

Preliminary/final land development plan for additions and renovations to  
Dauphin County Technical School

Ms. Moran explained that this plan proposes additions and alterations to the existing Dauphin County Technical School located at 6001 Locust Lane. The property consists of 47.0418 acres and is located south of Locust Lane and west of Fairmont Drive. This property is zoned IN, Institutional District, and is served by public sewer and public water. Five building additions and two parking areas are proposed.

Ms. Moran noted that on February 21, 2007 the Planning Commission recommended approval of the plan and waiver of preliminary plan submission and plan sheet size requirement. The Commission further recommended that as the plan moves forward, the applicant reach an agreement for participation at an appropriate level in the installation of traffic signals or other appropriate devices at the intersection of Fairmont Drive and Locust Lane.

Ms. Moran noted that the applicant had requested two waivers.

Ms. Moran explained that Dr. Robert Clark, Director, Dauphin County Technical School; Brian Bingaman, Kurowski and Wilson Engineers; and Jeff Straub, Crabtree, Rohrbaugh and Associates are present to represent the plan.

Mr. Seeds questioned what the total cost for the improvements would be, and how many additional students will those improvements serve. Ms. Moran answered that the current enrolment for the school is 952 students, and the projection for additional students is 977 students, which amounts to roughly 25 more students. She noted that the improvements will

accommodate the current program and existing students. Mr. Seeds noted that he wanted to know if there would be additional traffic impacts since there is a need for traffic improvements in the area.

Mr. Seeds questioned Dr. Clark when the school was built. Dr. Clark answered that the school was built in 1970. He noted that five school districts borrowed the funds to build the school with the original bond issue being paid in 1983, and that there have been a few minor bond issues since that time. He explained that the bond issue for the current project is \$24.75 million, and the costs for the project are projected to be a little over \$27.2 million. Mr. Bingaman noted that the project calls for the addition of 68,000 square feet to the current 190,000 square foot building.

Mr. Seeds questioned if the number of additional projected students is roughly 25. Dr. Clark answered that that is correct, and he further explained that he is not planning to expand the operations of the school; only to add one new program. He noted that the four priorities for expansion were: 1) new space for existing programs; 2) infrastructure renovations to include HVAC, electricity and plumbing; 3) a place for one new program; and 4) grounds renovations. Dr. Clark explained that he is not anticipating an influx of new students, noting that the new program will be a warehouse logistics program. He suggested that the improvements could result in a spike in enrollment, but that is an unknown at this time.

Mr. Crissman questioned Mr. Bingaman if he was in agreement to the two requested waivers, and seven general comments, including the seven comments from HRG, Inc., dated March 9, 2007. Mr. Bingaman answered that he was in agreement with the waivers and comments.

Mr. Crissman made a motion to approve the preliminary/final land development plan for additions and renovations to Dauphin County Technical School noting the following waiver requests and general conditions: 1) Waiver of the Preliminary Plan Submission; 2) Waiver of the

plan sheet size requirement; 3) Plan approval shall be subject to providing original seals and signatures; 4) Plan approval shall be subject to the payment of engineering review fees; 5) Plan approval shall be subject to the establishment of an automatically renewable improvement guarantee for the proposed site improvements; 6) Plan approval shall be subject to the Dauphin County Conservation District's review of the Erosion and Sedimentation Control Plan; 7) Plan approval shall be subject to DEP's approval of a sewage facilities planning module; 8) Plan approval shall be subject to Lower Paxton Township Sewer Department's review and approval of the sanitary sewer design; and 9) Plan approval shall be subject to addressing all comments of HRG, Inc.'s memo dated March 9, 2007.

Mr. Hornung seconded the motion, and Mr. Seeds called for a roll call vote: Mr. Blain, aye; Mr. Crissman, aye; Mr. Hornung, aye; and Mr. Seeds, aye.

Dr. Clark invited the Board members and Staff to a groundbreaking luncheon to be held on May 8, 2007. He noted that invitations will be forthcoming.

Preliminary/final land development plan for 4800 Linglestown Road,  
Kusic Capital Group

Ms. Wissler explained that this plan was previously approved by the Board of Supervisors at their January 16, 2007 meeting; however, the applicant did not notify the Township in writing, within the required time period, of their acceptance of the conditional approval. Since the applicant failed to respond to the approval letter, the plan was deemed to be denied, and had to go through the application process a second time. She noted that nothing has changed from the original plan presented and approved at the January 16, 2007 meeting.

Ms. Wissler noted that the Kusic Capitol Group is proposing to construct a new one (1) story office building with 75 parking spaces. The tract, which consists of 4.329 acres, is zoned BC, Business Campus District. The property is currently improved with a three-story office building with 107 parking spaces and will be served by public sewer and water.



Ms. Wissler noted on March 14, 2007, the Planning Commission recommended approval of the plan subject to addressing the review comments. She noted that the Planning Commission also recommended approval of the requested waivers.

Ms. Wissler noted that Ronald Horton, Melhann Associates, PC, is present to represent the plan.

Mr. Crissman questioned if the Board was to take the same action, even though the plan was previously approved. Ms. Wissler noted that it would be appropriate.

Mr. Horton noted that the applicant agrees to all the conditions and waivers set by the Township. He noted that it was an oversight on their part not to respond to the letter in the allotted time. Mr. Crissman questioned if Mr. Horton was the designated person to speak for the plan. Mr. Horton answered that he was. Mr. Crissman noted that the approval for waiver two was granted on condition that the applicant adds a note to the plan indicating the difference in elevation between the used datum and USGS. Mr. Crissman questioned Mr. Horton if he was in agreement to this. Mr. Horton answered yes. Mr. Crissman questioned if he was in agreement to the three waivers, seven site specific conditions, and two staff comments, to include HRG, Inc.'s, letter with 12 comments dated March 9, 2007. Mr. Horton answered that he is in agreement to these comments and conditions.

Mr. Crissman made a motion to accept the preliminary/final land development plan for 4800 Linglestown Road, Kusic Capitol Group, to include the following waivers and comments:

1) Waiver of the requirement to submit a preliminary plan; 2) Waiver of the requirement to reference U.S. Coast and Geodetic Survey Datum to elevation contours, if a note is added to the plan to specify the vertical difference between the chosen datum and USGS; 3) Waiver of the requirement that stormwater calculations for drainage areas less than 10 acres be carried out using the Rational Method; 4) Plan approval shall be subject to addressing HRG, Inc.'s comments dated March 9, 2007; 5) Plan approval shall be subject to providing original seals and signatures;

6) Plan approval shall be subject to the establishment of an automatically renewable improvement guarantee for the proposed site improvements; 7) Plan approval shall be subject to the Dauphin County Conservation District's review of the Erosion & Sedimentation Control Plan; 8) Plan approval shall be subject to Lower Paxton Township Sewer Department's review and approval of the sanitary sewer design; 9) Plan approval shall be subject to DEP's approval of a sewage facilities planning module; 10) Plan approval shall be subject to PENNDOT's review and approval of a Highway Occupancy Permit; 11) The proposed commercial building will be required to have a fire protection system as per Township requirements; 12) A street/storm sewer construction permit is required for construction of stormwater facilities; and 13) All proposed site signage, including construction signs, shall comply with the Lower Paxton Township Zoning Ordinance.

Mr. Blain seconded the motion, and Mr. Seeds called for a roll call vote: Mr. Blain, aye; Mr. Crissman, aye; Mr. Hornung, aye; and Mr. Seeds, aye.

Preliminary/final subdivision plan for 5710 Union Deposit Road

Ms. Wissler explained that this plan was reviewed and approved by the Board of Supervisors on September 5, 2006. The applicant has revised the plan to show the existing single-family dwelling, garage and two accessory buildings to remain which results in the eight lots being reconfigured. A slight change was also made to the road alignment.

Ms. Wissler noted that the plan involves approximately 4.68 acres of land located north of Union Deposit Road and east of the Central Dauphin School District property. The plan proposes to subdivide the land into eight lots. The property is zoned R-1, Low Density Residence District and will be served by public water and sewer systems.

Ms. Wissler noted that as a result of Mr. Snyder's review, an additional waiver was requested by the applicant; a waiver from the street centerline radius which requires minor streets to be designated to provide a minimum of 275 feet.

Ms. Wissler noted that Mr. Paul Navarro, Navarro and Wright Consulting Engineers, Inc., is present on behalf of the applicant.

Mr. Seeds questioned if staff supported the waiver from the street centerline radius. Ms. Wissler answered that she did. Mr. Seeds questioned if it would create a problem for access for emergency equipment. Ms. Wissler answered that Mr. Navarro used a template to determine that the emergency apparatus would be able to access the area.

Mr. Navarro explained that he shifted the intersection further east on Union Deposit Road in order to maintain the existing structure. He noted that the street centerline radius was changed to 150 feet which is in conformity with the radius requirement for the Subdivision and Land Development Ordinance. He noted that he used the Linglestown Tower Truck for the template to determine access for emergency equipment. He noted that it allows for the maneuverability of emergency vehicles. Mr. Crissman questioned if the ladder truck could maneuver in the area, then would a school bus be able to maneuver the area. Mr. Navarro agreed that it is an accurate assumption. He noted that he performed the task using computer modeling.

Mr. Crissman noted that there are 18 comments from HRG, Inc. and he questioned Mr. Navarro if he could comply with all those comments prior to the start of construction. Mr. Navarro noted that various outside agency approvals are still needed, but would be secured prior to the start of construction. Mr. Crissman questioned if Ms. Wissler was in agreement with this, and she replied that she was.

Mr. Crissman questioned Mr. Navarro if he accepted the five waiver requests, one site specific comment to include the comment made by HRG, Inc. dated March 16, 2007, eight general comments, and two staff comments. Mr. Navarro answered that he was in agreement with the waivers and comments.

Mr. Crissman made a motion to accept the preliminary/final subdivision plan for 5710 Union Deposit Road to include the following waivers and comments: 1)Waiver of the

requirement to submit a preliminary plan; 2) Waiver of the requirement that centerline grades shall not exceed 10% for minor and private streets (12% is proposed); 3) Waiver of the requirement that intersections shall be approached on all sides by a straight leveling area, the grade of which shall not exceed 4% within 60' of the intersection of the nearest right-of-way lines (5% is proposed); 4) Waiver of the sidewalk requirement for Union Deposit Road and waiver of the curb requirement for a portion of the frontage of Union Deposit Road as shown on the plan; 5) Waiver of the street centerline radius which requires minor streets to be designed to provide a minimum of 275 feet; 6) Plan approval shall be subject to addressing HRG, Inc.'s comments dated March 16, 2007; 7) Plan approval shall be subject to providing original seals and signatures on the plan; 8) Plan approval shall be subject to the payment of the engineering review fees; 9) Plan approval shall be subject to the payment of fee-in-lieu for seven lots at \$2,300.00 per lot; 10) Plan approval shall be subject to PENNDOT's review and approval of a Highway Occupancy Permit; 11) Plan approval shall be subject to Dauphin County Conservation District's review and approval of an Erosion & Sedimentation Control Plan; 12) Plan approval shall be subject to the establishment of an automatically renewable improvement guarantee for the proposed site improvements; 13) Plan approval shall be subject to Lower Paxton Township Sewer Department's review and approval of the sanitary sewer design; 14) Plan approval shall be subject to DEP's approval of a sewage facilities planning module; 15) A street/storm sewer construction permit is required for construction of street and storm sewer facilities; and 16) All proposed site signage, including construction signs, shall comply with the Lower Paxton Township Zoning Ordinance.

Mr. Blain seconded the motion.

Mr. Seeds questioned if the movement of the plan's entrance would improve the sight distance. Mr. Navarro answered that he moved the intersection and gained 50 feet to the west, but continued to meet the sight distance to the east.

Mr. Seeds called for a roll call vote: Mr. Blain, aye; Mr. Crissman, aye; Mr. Hornung, aye; and Mr. Seeds, aye.

Resolution 07-14; Planning Module for the Blue Mountain Parkway subdivision plan

Mr. Seeds noted that this is the Planning Module for the Blue Mountain Parkway subdivision plan.

Mr. Blain made a motion to approve Resolution 2007-14, the Planning Module for the Blue Mountain Parkway subdivision plan.

Mr. Crissman seconded the motion, and a unanimous voice vote followed.

**IMPROVEMENT GUARANTEES**

Graystone Bank

A reduction in a letter of credit from Graystone Bank in the amount of \$1,870.00 with an expiration date of July 1, 2007.

Old Iron Estates, Phase I

A reduction in a letter of credit from Fulton Bank in the amount of \$5,700.00 with an expiration date of December 9, 2007.

New Hope Brethren in Christ Church

An extension and increase in a letter of credit from Commerce Bank in the amount of \$10,358.51 with an expiration date of March 27, 2008.

Spring Creek Hollows, Phase I

A extension and increase in a letter of credit from Peoples Bank in the amount of \$187,000.00 with an expiration date of April 15, 2008.

The Townes at Forest Hills

An extension in a letter of credit from Graystone Bank in the amount of \$124,209.25 with an expiration date of April 26, 2008.

Estates of Forest Hills, Phase VI

An extension in a letter of credit from Community Banks in the amount of \$25,297.80 with an expiration date of April 21, 2008.

Amber Fields, Phase I

An extension and increase in a letter of credit from Sovereign Bank in the amount of \$4,179.34 with an expiration date of April 3, 2008.

Ambers Fields, Phase II

An extension and increase in a letter of credit from Sovereign Bank in the amount of \$5,989.50 with an expiration date of April 3, 2008.

Integrity Bank – Colonial Road

An extension in a letter of credit from Integrity Bank in the amount of \$1,100.00 with an expiration date of April 5, 2008.

Integrity Bank – Allentown Boulevard

An extension in a letter of credit from Integrity Bank in the amount of \$1,320.00 with an expiration date of April 5, 2008.

Mr. Wissler explained that with regards to Old Iron Estates, Phase I, Mr. Seeds had a concern about moving \$18,000 from the agreement out of Phase I and putting it into Phase II. She noted that Mr. Seeds suggested that Phase II should also be amended, but Ms. Wissler noted that it has not been created yet. She explained when Mr. Ricker presents the Letter of Credit for Phase II, the \$18,000 will be included in the list of what he is required to provide.

Mr. Crissman made a motion to approve the above listed ten Improvement Guarantees as presented. Mr. Blain seconded the motion.

Mr. Hornung commended that staff does not always suggest a one-year renewal for all Improvement Guarantees, but reviews the work that needs to be completed to ensure that it is justified as per the amount of funds that remain in the agreement.

Mr. Seeds call for a voice vote, and a unanimous vote followed.

**Payment of Bills**

Mr. Seeds made a motion to pay the bills of Lower Paxton Township and Lower Paxton Township Authority. Mr. Crissman seconded the motion, and a unanimous vote followed.

**Adjournment**

There being no further business, Mr. Crissman made a motion to adjourn the meeting. Mr. Blain seconded the motion, and the meeting adjourned at 8:40 p.m.

Respectfully submitted,

Maureen Heberle

Approved by,

Gary A. Crissman  
Township Secretary